

23 October 1978

Classification Review Procedure

CRP 78-40

Procedure Regarding Top Secret Signature Record and Cover Sheet

The green "Top Secret Signature Record and Cover Sheet", attached to Top Secret Documents, has been found in several instances to contain substantive comments regarding the contents of the affixed Top Secret document. Under present procedure CRG forwards the green cover sheet to the CIA Top Secret Control Officer and a xerox copy of the green sheet to the Agency Records Center for administrative purposes.

In the future whenever substantive comments are found on the green sheet, an extra xerox copy of the green sheet will be made and affixed to the basic document at the time of review. This procedure does not apply to those Top Secret documents which retain their Top Secret classification.



Chief,
Classification Review Group

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Rescinded by 79-38

29 AUG 79

23 October 1978

Classification Review Procedure

CRP 78-39

Assignment of Originating Component Code Number

Rescinded by
CRP 79-6

In order to achieve uniformity in the assignment of a code number for the originating component on Form 4023A, the current successor component number will be used for those components which have been abolished or changed through reorganization. For example, the originating component number 047 for the European Division will be used for those documents originated in etc. during the period when these countries were under a different geographical organization.

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